

**Attachment B**  
**Measures Review and Streamlining Form (Instructions Attached)**

**Due Date: November 21, 2006**

<b>Region:</b> <b>Contact Person: Name:</b> _____; <b>Tel.</b> _____; <b>e-mail</b> _____ <b>Date:</b> _____
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Measures (identify by ACS Code)	Delete (D) or Modify (M) (if modify, please provide suggested language)	Rationale for Recommendation
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The public reporting and recordkeeping burden for this collection of information is estimated to average 3 hours per response. Send comments on the Agency's need for this information, the accuracy of the provided burden estimates, and any suggested methods for minimizing respondent burden, including through the use of automated collection techniques to the Director, Collection Strategies Division, U.S. Environmental Protection Agency (2822T), 1200 Pennsylvania Ave., NW, Washington, D.C. 20460. Include the OMB control number in any correspondence. Do not send the completed form to this address.

## **Attachment B**

### **Instructions for Measures Review and Streamlining Form**

**Worksheet:** As a tool to assist the Regions in identifying potential reductions or modifications in measures, OCFO has developed a measures crosswalk. This crosswalk compares the measures and activities listed in the FY 2007 National Program Manager (NPM) guidance documents with various categories of other measures (e.g., FY 2007 Budget measures, Program Assessment Rating Tool (PART) measures, FY 2006 organizational assessment measures). This comparison shows whether the measures and activities included in the FY 2007 NPM Guidance documents are either the same as or support the other types of measures.

Please list the measures you deem appropriate in the Attachment B form, which contains three headings and expands as necessary to accommodate your information. The form should be filled out by staff with the most expertise and provided to OCFO by the Regional Administrators.

**Regional Contact Person:** Please provide a point-of-contact in the event that OCFO has questions or requires additional information.

**Access to Website:** Regions can access the FY 2007 measures crosswalk on OCFO's ACS intranet site (at <http://intranet.epa.gov/ocfo/acs/crosswalk> ).

And if you are interested, the FY 2007 National Program Manager (NPM) Guidance documents, which were issued in April 2006, are available at <http://www.epa.gov/ocfo/npmguidance/index.htm>

**Filling out the Form:** After your review, in the appropriate columns: (1) identify the measure (by ACS Code listed on the crosswalk); (2) note whether you recommend deleting or modifying it (and if modify, provide suggested language); and (3) provide a short explanation that provides the rationale for your recommendation.

**EPA contact:** By November 21, 2006, Regional Administrators should forward the completed form to Kathy O'Brien via email at [obrien.kathy@epa.gov](mailto:obrien.kathy@epa.gov) or by fax at 202-564-1433.

**Attachment C**  
**State Burden Reduction and Measures Streamlining Initiatives**  
**Key Milestones**

Lead	Burden Reduction	Measures Review	Due Date
Deputy Administrator	kick-off memo to Regional Administrators (RAs) and State Environmental Commissioners		Oct 11, 2006
State Commissioners	recommendations on top 5 issues to RAs and OCIR (Attachment A)	recommendations to reduce/change measures to OCFO (Attachment B)	Nov 9, 2006
RAs	memo to OCIR assessing state recommendations in Attachment A	recommendations to reduce/change measures to OCFO (Attachment B)	Nov 21, 2006
OCIR/OCFO	initial synthesis of state/regional responses to states and EPA HQ and the regions	initial synthesis of state/regional responses to states and EPA HQ and the regions	Dec 1, 2006
HQ Program Offices (OAR, OECA, OPPTS, OSWER, OW, OEI, etc.)	recommendations to OCIR, based on review of state/RA input	preliminary list of FY08 measures, identifying those recommended for elimination/modification to OCFO	Dec 8, 2006
OCIR/OCFO	discussion with Agency senior management on initial results and recommendations		mid-Dec 2006
OCIR/OCFO	briefing for Deputy Administrator on initial results and recommendations		mid-Dec 2006
Deputy Administrator	review of draft FY08 NPM guidance, including draft measures and changes to reporting requirements;		Jan 2007
Deputy Administrator	communication from the DA on reporting burden reduction results		Feb 2007
NPMs	issue draft FY 2008 NPM guidance, which includes improvements to measures and reporting requirements		Feb 2007
States, Regions Tribes, others	formal review and comments to NPMs on draft NPM guidance, including proposed improvements to measures and reporting requirements		Feb-Mar 2007
NPMs	issue final FY08 NPM guidance with final measures and changes to requirements		Apr 2007